

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE J		PAGE OF PAGES 1	
2. AMENDMENT/MODIFICATION NO. P00005		3. EFFECTIVE DATE 4/28/99		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY HQ Military Traffic Management Command ATTN: MTAQ-AS, ROOM 312 5611 COLUMBIA PIKE FALLS CHURCH, VA 22041-5050		CODE		7. ADMINISTERED BY (If other than Item 6) SAME AS ITEM 6		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) AMERICAN AUTO LOGISTICS INC. 188 BROADWAY PO BOX 1039 WOODCLIFF LAKE NJ 07675-1232				(<input checked="" type="checkbox"/>)		9A. AMENDMENT OF SOLICITATION NO.	
				X		9B. DATED (SEE ITEM 11)	
						10A. MODIFICATION OF CONTRACT/ORDER NO. DAMT01-98-D-2005	
						10B. DATED (SEE ITEM 13) 09/21/98	
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended.							
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
X		A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. 52.243-1 Changes - Fixed-Price Alternate IV (APR 1984)					
		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
		D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
1. The contract is changed as follows: Section C, Performance Work Statement (a-g below): a. Add C.1.4.1 and replace page 124 with the attached page 124 and 124-1. b. Replace C.8.13 and replace page 135 with the attached page 135. c. Replace C.9.1.7 and Add C.9.1.7.1 and replace page 136 with the attached pages 136 and 136-1. d. Replace C.9.7.2 and replace page 140 with the attached page 140. e. Add C.9.7.7 and replace page 141 with the attached pages 141 and 141-1. f. Replace Appendix E, Definitions page 169 with the attached page 169. g. Add Appendix L, Shipping Summary for Transportation of a DOD-sponsored POV and add the attached page 216-1. Attachments h. Performance Requirements Summary - Replace page 253 with the attached page 253. CONTINUED NEXT PAGE Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) CHRISTINA N. DOSSMAN			
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA /S/_____ (Signature of Contracting Officer)		16C. DATE SIGNED April 28, 1999	

SF 30 CONTINUATION SHEET

2. If this change causes an increase or decrease in the estimated cost of performance of this contract, your proposal for an equitable adjustment must be submitted to the Contracting Officer within thirty days of receipt of this modification.
3. All other terms and conditions remain unchanged.

C.1 GENERAL

C.1.1 The purpose of this contract is to provide complete transportation services for the movement of privately owned vehicles (POVs) belonging to military members and civilian employees of the U.S. Government between the continental United States (CONUS) and overseas locations (OCONUS). The contractor shall assume all responsibility, liability and costs for receipt/delivery, processing, and transportation of the POV from the point where the POV is received from the customer to the destination where the POV is delivered to the customer. The contractor's responsibilities include (1) operating multiple vehicle processing centers (VPCs) in CONUS and OCONUS to receive/deliver customers' POVs, preparing POVs for shipment, and ensuring all necessary agriculture and customs clearances are accomplished; (2) arranging for and/or providing inland and ocean transportation of the POVs between VPCs and other designated locations; (3) providing information on the status and location of POV shipments as well as other program information; and, (4) resolving POV loss and/or damage claims with customers.

C.1.2 The Government neither warrants nor guarantees any amount of POVs to be transported under this contract.

C.1.3 The contractor shall always transport the POV to the correct destination. Misconsignment corrections and their associated costs shall be the responsibility of the contractor. For POVs lacking designated destination shipping sites, the contractor shall contact the Contracting Officer to obtain disposition instructions.

C.1.3.1 For POVs with no final destination, but only a country listing, i.e., Germany, the contractor shall notify the Contracting Officer.

C.1.4 The contractor, in conjunction with all subcontractors utilized, shall meet required delivery dates (RDDs), which must be established within the transit times established in Appendix C. The contractor shall make every effort to move the POV to destination as soon as possible; the contractor shall establish the RDD accordingly. Transit times in Appendix C are maximum time periods, within which the RDD shall be established. For full-service POVs, transit times are counted from the date of receipt of the POV at the origin VPC to the date on which the POV is made available for pickup at the destination VPC. For partial-service POVs, transit times are counted from the date of receipt of the POV either from the customer, Government, or its agent at origin to the date on which the POV is delivered to the customer, Government, or its agent at destination. The contractor shall not be held accountable for shipment delays caused by the GDS ocean carriers. The contractor shall document the number of days a POVs exceeds the RDD and note the number of days attributable to the GDS ocean carrier(s).

C.1.4.1 Subject to the exceptions set forth below, if the contractor fails to deliver a POV on or before the RDD, the Contracting Officer shall assess \$30 damages per diem against the contractor. Damages shall be assessed for each day that the delivery exceeds the RDD, including the day of delivery, up to a maximum period of seven calendar days (maximum contractor liability \$210 per POV). See Attachment C, Performance Requirements Summary. Exception: delayed deliveries are excused when delay is caused by the conditions specified in C.1.4 (delays caused by ocean carriers) or clause 52.212-4(f) (excusable delays). However, the contractor remains obligated to attempt to deliver the POV as soon as it becomes practicable, or as soon as the impediment to the transportation is removed or can be reasonably overcome. If part of the delay is excused and part is not, the Contracting Officer shall assess damages pro rata, within the seven calendar days limit. The contractor bears the burden of presenting facts proving that delay was excused by one of the excepted causes. Timely delivery of a POV in an inoperable or damaged condition does not constitute a delay.

C.1.5 No drive away or tow away service shall be used except for roll-on/roll-off port operations or in instances involving inoperable vehicles.

C.2 SCOPE OF WORK

C.2.1 FULL SERVICE POVs. POVs moving between contractor operated VPCs in the continental United States (CONUS) and contractor operated VPCs in overseas locations (OCONUS), and between contractor operated OCONUS VPCs, will hereafter be referred to as “full service” POVs. The contractor shall provide, and assume all responsibility, liability, and costs for, total transportation services for the movement of full service POVs from the point of origin where the POV is received from the customer until it is receipted for by the customer at destination. The contractor shall be compensated for full service

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capability to send and receive electronic mail. The contractor shall provide e-mail addresses for each full service VPC to the Contracting Officer by the contract start date. Maintenance to such machines shall be the responsibility of the contractor.

C.8.13 The contractor shall provide the Contracting Officer and each COR a monthly management data report, which is due by the fifth (5th) calendar day of the month. The report shall, at a minimum, include the following: total number of POVs processed, total number of POVs shipped indicating inbound and outbound shipments by channel, customer service feedback, and transit time/RDD on-time performance percentage with written explanation of each incident of missing RDDs, and any supporting documentation. Copies of the monthly management data report shall be provided in paper copy and electronically as directed by the Contracting Officer.

C.8.14 Contractor shall provide bi-weekly booking reports to the Contracting Officer by computer disk or hard copy. Diskette copies of reports shall be in ASCII format. These bi-weekly reports shall include all over-ocean shipments booked by the last work day of the month. The first of these two reports shall be provided to the Contracting Officer by the fifth work day of the following month. If this day falls on a Saturday, Sunday, or federal holiday, the next work day will be considered the fifth day. The information provided in these reports will be used in verifying the proper allocation of cargo amongst VISA or non-VISA carriers in accordance with the percentages required in the applicable GDS.

C.8.15 In the event that the information provided in C.8.13 and C.8.14 is inconclusive in meeting the need(s) of the Government, the contractor shall also provide special report(s) to the Contracting Officer to meet any unforeseen informational requirements. This report shall only be required when requested and approved by the Contracting Officer.

C.8.16 The contractor shall display signs identifying the responsible military command and the contractor company name. A separate sign shall identify procedures for processing a claim with an emphasis on the customer's right to file a claim directly with the contractor. The contractor shall submit the design(s) for such signs to the Contracting Officer for approval at least 15 calendar days prior to the start of the contract. Placement of exterior signs shall be consistent with local Government policy. Interior signs shall be located in the customer waiting area where they can be clearly seen.

C.8.17 The contractor shall provide the necessary space/materials to insure all vehicles with broken windows are covered with an appropriate waterproof protective cover.

C.8.18 The contractor shall provide a locking box in the VPC customer waiting areas for customers to place comment cards. The box shall only be accessible by the Contracting Officer's Representative.

C.8.19 BLUEBARK/MEDEVAC. The contractor shall provide full service for bluebark shipments and shipments resulting from a member being injured, ill, or absent for a period of more than twenty-nine (29) days in a missing status, as provided in the JFTR/JTR. The contractor shall consider such POVs priority shipments, and deliver the POV to the customer and/or spouse at the designated address. Drive-away service shall not be utilized. The contractor shall invoice for a bluebark/medevac administrative fee of fifty (50) dollars as provided in the Schedule of Supplies/Services, in addition to the applicable transportation charges that result from the POV move.

C.9 CONTRACTOR'S DUTIES

C.9.1 CUSTOMER SERVICE

C.9.1.1 The contractor shall complete POV turn-in/pick-up processing within one hour or less of the customer signing in at the VPC. The one-hour processing requirement shall exclude any required agriculture clearances.

C.9.1.2 The contractor shall maintain a log, ensuring that the customer signs in at the time of arrival and signs out when finished.

C.9.1.3 The contractor shall respond telephonically to routine verbal inquiries concerning the status of POVs.

C.9.1.4 The contractor shall provide customer service comment cards to all customers. The contractor shall encourage the customer to complete and submit the card before departing the VPC. The contractor shall include the customer service card in the QCP for approval by the Contracting Officer.

C.9.1.5 The contractor shall keep a record of the customer's name, unit and home addresses, unit and home telephone numbers, and where the customer can be reached at all times and any other related information that can be used to contact the customer at destination.

C.9.1.6 The contractor shall notify the Contracting Officer if it appears that a customer was miscounseled on his/her entitlements.

C.9.1.7 INCONVENIENCE CLAIMS. An inconvenience claim is a claim for compensation to the customer (the customer is the claimant) that is above and beyond the customer's legal entitlement. An inconvenience claim is submitted by the customer to the contractor, and is resolved solely between the contractor and the customer, with no official Government involvement. Examples of inconvenience claims are as follows, but are not limited to: requests for reimbursement of rental car expenses; requests for reimbursement of temporary lodging expenses. In the event of an inconvenience caused through the fault or negligence of the contractor, e.g., POV does not arrive as scheduled, the contractor shall acknowledge receipt of inconvenience claims filed by the customer within fifteen (15) calendar days of the date of submission. The contractor shall review each such claim on a case-by-case basis and, based on the circumstances of each case, pay, decline, or make a firm settlement offer in writing to the claimant within forty-five (45) calendar days of the date of the submission. The contractor shall report to the Contracting Officer the final action taken, including the date and amount of settlement, if any.

C.9.1.7.1 RENTAL CAR INCONVENIENCE CLAIMS. Government reimbursement of service members and their dependents for rental car expenses when a POV is delivered after the RDD is an official entitlement of members of the uniformed services. Government reimbursement of service members under their entitlement is not to exceed \$30 per day, and the entitlement expires after seven calendar days car rental (maximum entitlement \$210), or on the date on which the delayed vehicle is made available for pick-up at destination, whichever comes first. The rental car entitlement applies only to payments by the Government to members of the uniformed services and not to Department of Defense civilian employees. For rental car inconvenience claims submitted to the contractor by customers who are members of the uniformed services, the contractor shall only consider reimbursement for amounts that exceed the claimant's entitlement.

C.9.2 POV PROCESSING

C.9.2.1 The contractor, with the customer, shall jointly inspect the POV in an enclosed lighted area and accurately record the interior/exterior condition of the POV on the DD Form 788 (Attachment B) or commercial

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equivalent. The contractor shall insure that the POV is clean to be accurately inspected. The contractor's failure to wash the POV does not provide relief from liability.

C.9.2.2 When the condition of the POV being turned in by a customer impairs the inspection process, the contractor shall request the customer to wash the POV prior to processing.

C.9.2.3 The contractor shall obtain from the customer one complete set of keys, to include keys for gas tank cap and locking type hubcap or rim. All keys shall be secured to the contractor furnished key tag; except the hubcap or rim key which shall be secured in the glove compartment. The customer will disable the vehicle alarm system, if so equipped.

C.9.2.4 The contractor shall place one (1) commercially acceptable seat cover and one (1) floor mat on the driver's side of each POV for each POV move.

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C.9.6.2 The contractor shall prepare the required customs declaration forms and obtain required signatures from the customer, MTMC personnel, and U.S. Customs officials. The contractor is responsible for customs clearance of the POV in accordance with pertinent laws and will take required actions to effect customs clearance. Under no circumstances shall a POV be released without clearance from U.S. Customs. The contractor shall be liable for all fines and penalties incidental to the improper processing of customs clearance forms.

C.9.6.3 (APPLIES TO EUROPE, EXCEPT UNITED KINGDOM) MTMC terminals control, print, sign and stamp the Army Europe Customs Clearance Form (AE-302) for customs clearance. If POVs stay in the country of the port of debarkation, one AE 302 form will suffice for customs clearance. For example, if POVs are discharged in Bremerhaven and stay in Germany, only one AE-302 is required; however, if POVs are discharged in Bremerhaven and are destined for Italy, an AE-302 is required for each POV. The contractor shall send all data applicable for the creation of the AE-302 to the appropriate MTMC terminal according to geographic area of responsibility no later than the following times: If the transit time to the first water point of debarkation is 7 calendar days or less, the manifest data shall be forwarded within 72 hours after vessel departure from the water point of embarkation. If the transit time to the first water point of debarkation is 8 calendar days or more, the manifest data shall be forwarded within 5 calendar days after vessel departure from the water point of embarkation. The contractor is responsible to travel to the nearest MTMC terminal to receive the AE 302s. The contractor shall be liable for all fines and penalties incidental to the improper handling of AE-302s.

C.9.6.4 (APPLIES TO UNITED KINGDOM) The contractor shall prepare, sign, stamp and clear cargo with the appropriate customs form (C-88) or its successor form. Upon award of the contract, the contractor shall be assigned by the U.S. Customs liaison in the UK (U.S. Air Force) as a customs agent authorized to sign C-88s on behalf of the U.S. military. The contractor shall be liable for all fines and penalties incidental to the improper handling of C-88s.

C.9.6.5 The contractor shall perform all required agriculture inspections and certifications, in accordance with all applicable laws and regulations.

C.9.6.6 (APPLIES TO EUROPE, including UNITED KINGDOM) The contractor shall perform all required agriculture inspections. Contractor agriculture inspectors must attend an instructional four-hour course and be certified in accordance with all applicable laws and regulations prior to conducting agriculture inspections. The course is entitled Senior Military Customs Inspection (SMCI) course and will be provided by the Government. There is no charge for this course, but all travel and per diem coincidental with the taking of this course shall be borne by the contractor. The course will be provided by EUCOM, 42nd Military Police, Mannheim, Germany. Current standards and provisions applicable to the conducting of agriculture inspections and the operation of inspection sites can be found in Appendix I.

C.9.7 POV PICK-UP PROCEDURES

C.9.7.1 Contractor shall unbox, unpalletize, and uncrate motorcycles and accessories. The contractor shall reinstall accessories and remove all shipping labels from the POV.

C.9.7.2 The contractor shall notify the customer/sponsor of the date the POV will be available for pick-up at destination. Notification shall be made in writing, and provided to the customer/sponsor within five (5) calendar days of the date that the POV will be available for pick-up. The contractor shall make notification by mailing postage paid notification card or letter to the customer/sponsor. In areas dependent upon the military postal system, the contractor may provide the postage paid notification cards or letters to the COR for mailing through the military postal system. The contractor shall notify the customer by telephone if there is a problem with the POV, e.g., inoperable or damaged, and shall note the situation on the notification card or letter.

C.9.7.3 The contractor shall request the customer present a copy of the DD Form 788 or commercial equivalent, and valid identification. If the POV is being picked up by someone other than the owner (including spouse), secure and retain in the permanent name file a copy of the power of attorney, or (when authorized by individual service regulations) letter of authorization. If any question exists concerning a person's eligibility to pick up a POV, the contractor shall consult the Contracting Officer.

C.9.7.4 The contractor and customer shall jointly inspect the POV and inventory accessory contents in an enclosed lighted area. The contractor shall prepare and distribute complete, accurate, legible, and appropriately signed documentation required to effect delivery to the customer. The contractor shall use the original DD Form 788 or commercial equivalent, and the customer's copy of the DD Form 788 or commercial equivalent to conduct final joint inspection at the destination VPC. The original copy of the inspection form shall be maintained by the contractor as part of its official file. The contractor shall return the customer's copy upon completion of the joint inspection.

C.9.7.5 The contractor shall record the odometer reading in item thirteen (13) of the DD Form 788 or commercial equivalent. The contractor shall not make any adjustments to the odometer reading. The odometer reading shall not differ by more than twenty (20) miles from the reading recorded on the face of the DD Form 788 or commercial equivalent. If the difference is more than twenty (20) miles, the contractor shall notify the Contracting Officer.

C.9.7.6 The contractor shall, on the DD Form 788 or commercial equivalent: ensure that the customer annotates any exceptions to the POV condition; record agreement or disagreement with the customer's exceptions by line item; and, ensure that the customer acknowledges receipt of the POV by affixing his/her signature and date.

C.9.7.7 The contractor shall provide the customer with a shipment summary form at time of pick-up. The shipment summary form is provided in Appendix L. The contractor shall complete the form, which includes date and location of turn-in, the RDD provided at time of turn-in, date the POV was available for pick-up, and date and pick-up location. The contractor shall place in the remarks section of the form any supplemental information relative to the POV shipment, e.g., reason for delay of delivery/missed RDD, loss and/or damage, unique shipping circumstances. The contractor shall sign the document jointly with the customer prior to the customer's departing the VPC.

C.9.8 FOLLOW-UP POV CUSTOMER NOTIFICATION PROCEDURES

C.9.8.1 If the POV has not been picked up within twenty (20) calendar days after the first notification: The contractor shall mail a second notice (certified-return receipt requested or equivalent) on the twenty-first (21st) day to prevail upon customers to pick up their POVs within thirty calendar days of the date of POV receipt at the contractor's facilities. The contractor shall notify the Contracting Officer of any POV remaining in its possession after twenty one calendar days.

C.9.8.2 Based on historical data, approximately 95% of all POVs are picked up within 45 calendar days. Unusual circumstances, such as the service member's medical condition or tour of duty (TDY) status, may require POVs (approximately 5%) to remain in the contractor's possession more than 45 calendar days. If a POV is not picked up within 45 days, the contractor shall notify the customer via certified letter (return receipt requested or equivalent) that the customer has the option of relinquishing ownership of the POV to the Government so property disposal action can be taken. The contractor shall seek instructions for property disposal from the Contracting Officer and prepare all documentation. Of the POVs exceeding 45 calendar days, a small percentage may remain in the contractor's possession for up to 180 days. The contractor shall seek disposition instructions from the Contracting Officer for POVs that remain in the contractor's possession beyond 180 days. The contractor

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shall maintain a certified mail log, including the date the customer acknowledged receipt of the certified mail and the date the return receipt is received at the appropriate VPC.

C.9.9 DIVERSION AND RECONSIGNMENT

C.9.9.1 The contractor shall respond to diversions and reconsignments as required. If a POV is not assigned a destination, the contractor shall notify the Contracting Officer who will provide instructions.

Appendix E

Partial Service POV: POV for which the contractors responsible for some segment(s) of the total transportation and related services performed between origin and destination.

Performance Requirements Summary (PRS): A listing of critical performance indicators, standards and acceptable quality levels used in evaluating a contractor's performance.

Permanently Installed: Not loose, but mounted or installed in a manner that is not easily removed and/or susceptible to pilferage.

PCS Travel Orders: Permanent change of station orders, which are issued to service members as their official authorization to move personal property, family members, and themselves at Government expense.

Port of Debarkation (POD): An authorized point of entry into a foreign country or the United States.

Port of Embarkation (POE): An authorized point of departure from a foreign country or the United States.

Privacy Act - The Public Law which establishes an individual's right to privacy and right to request access and amendments of records maintained on himself which are contained in systems of records subject to specific restrictions.

Private Vehicle Shipping Document: DD Form 788 Series, includes DD 788, 788-1, and 788-2, hereinafter referred to as DD Form 788. These forms document the transfer and inspection of each POV shipped or received.

Privately Owned Vehicle (POV): The term "privately owned vehicle" means any self propelled wheeled motor vehicle including automobiles, motorcycles, motor scooters, pick-up and/or panel trucks, such trucks when converted to "campers", small auto vans and similar types (not to exceed 9-passenger capacity) and other passenger carrying or multi-purpose motor vehicles designed for overland ground transportation which while not specifically mentioned herein, may be found to qualify for shipment on the basis of the member's written certification that the vehicles are for his personal use as a passenger-carrying vehicle. The term "POV" does not include riding mowers, snowmobiles, motorized golf carts, go-carts or minibikes.

Processing: Actions relating to the receipt and delivery of the POV by the Contractor. This process includes joint inspection of the POV, preparation of all documentation, preparation of the vehicle for transportation, customer counseling, and agriculture and customs clearance.

Quality of Life VPC (QL-VPC): Locations that serve as low volume pick-up and drop-off points where the contractor does not operate a facility, but coordinates with the local ITO/TMO, who helps the contractor arrange an appointment with the ITO/TMO/QAE and the customer for service.

Request for Transportation Services (RTS): A written authorization from the ITO for the contractor to transport a POV.

Required Delivery Date (RDD): A specific calendar date on or before which the contractor agrees to offer the POV for delivery at contractor operated destinations or provide timely delivery at destinations not operated by the contractor (partial service) to the customer or customer's agent. If the RDD falls on a Saturday; Sunday; U.S. National, Foreign National, or recognized State holiday, the RDD is the following working day.

Shipment: A movement of one POV from origin to destination.

Technical Exhibit (TE): Sample forms that are to be used in performance.

Transshipment: The movement of cargo received at port, processed and documented for shipment to a destination.

Unit Move: A volume move and relocation of a military unit during a specified time.

APPENDIX L

**Shipment Summary for Transportation of a
Department of Defense-Sponsored
Privately Owned Vehicle (POV)**

Customer Information

CUSTOMER NAME: _____

CUSTOMER RANK AND BRANCH OF MILITARY SERVICE: _____

Vehicle Information

VEHICLE IDENTIFICATION NUMBER: _____

VEHICLE MAKE/MODEL/YEAR: _____

Required Delivery Date (RDD) Information

ORIGIN/TURN-IN LOCATION: _____

DESTINATION/PICK-UP LOCATION: _____

VEHICLE TURN-IN DATE: _____ REQUIRED DELIVERY DATE: _____

DATE VEHICLE AVAILABLE FOR PICK-UP: _____

TOTAL NUMBER OF DAYS EXCEEDING THE RDD: _____

(MEASURED FROM RDD UNTIL THE DATE THE POV
IS AVAILABLE FOR PICK-UP AT AUTHORIZED DESTINATION)

Remarks

SIGNATURE OF U.S. GOVERNMENT REPRESENTATIVE,
or U.S. GOVERNMENT CONTRACTOR REPRESENTATIVE: _____
SIGNATURE AND DATE

SIGNATURE OF OWNER OR AGENT: _____
SIGNATURE AND DATE

ATTACHMENT C

PERFORMANCE REQUIREMENTS SUMMARY

Management Services	Performance Standards	Acceptable Quality Level (Max Allowable Deviation from Requirements Before Unsatisfactory)	Surveillance Method	Gov't Actions Direct Contractor Action	Deduction
Customer Service	Meet RDDs & transit times C.1.4, C.8.13, C.9.5.6	No deviation	100% inspection	Written explanation and corrective action	\$30 per POV for each beyond the RDD, maximum 7 calendar days (maximum)
	Maintain Proper Condition of VPC. C.8.2, C.8.5	No deviation	Random Surveillance	Immediate Corrective action	None
	Transport POV to correct destination C.1.3	No deviation	Random Surveillance	Immediate Corrective action	\$50 for each misconsignment
Safety	Failure to notify within 24-hours. C.4.1.7	No deviation	Random Surveillance	Immediate Corrective action	\$100 for each violation
Security	Failure to notify within 24-hours. C.4.2.1	No deviation	Random Surveillance	Immediate Corrective action	\$100 for each finding of inadequate security